



ADMINISTRATION AND
MANAGEMENT

OFFICE OF THE SECRETARY OF DEFENSE
1950 DEFENSE PENTAGON
WASHINGTON, DC 20301-1950

OCT 04 2010

MEMORANDUM FOR UNDER SECRETARY OF DEFENSE FOR PERSONNEL
AND READINESS


SUBJECT: Charter Revision and Renewal – Department of Defense (DoD) Military
Family Readiness Council (MFRC)

The charter for the DoD MFRC is approved for renewal. A notice will be published in the Federal Register announcing the Department's intention to renew the Council's charter. Pursuant to 41 CFR § 102-3.70, my Advisory Committee Management Officer (ACMO), will formally file the Council's renewed charter with the Library of Congress, the General Services Administration, and the appropriate congressional oversight committees.

As the DoD Sponsor for this federal advisory committee, you are reminded that you are responsible for:

- (a) Ensuring that the DoD MFRC's Designated Federal Officer (DFO) attends all the meetings;
- (b) Ensuring that the DFO and the Council fully complies with all appropriate federal statutes and regulations, to include DoD Instruction 5105.04;
- (c) Providing adequate support to the Council and its membership;
- (d) Ensuring that the Council members are appointed according to DoD policy, and that they do not serve on the Council until all personnel and ethics paperwork has been processed by the appropriate offices;
- (e) Ensuring that the DoD MFRC's membership is not unduly or inappropriately influenced by federal employees or any special interest; and
- (f) Monitoring the implementation status of any recommendation adopted by the DoD or the Congress, and ensuring that this information is available for future inquiries.

If you have any questions, please contact me or my ACMO, Frank Wilson, at (703) 601-6100.


Michael L. Rhodes
Director